

DELAWARE TRANSIT CORPORATION

POSTING NO. 047-2016

POSITION VACANCY POSTING

DATE OF POSTING November 30, 2015 CLOSING DATE December 11, 2015

METHOD OF APPLICATION: **Employment Application**

INTERESTED EMPLOYEES MUST FILE FOR THIS POSITION BY COMPLETING THE APPROPRIATE BID FORM OR SUBMITTING A LETTER OF INTEREST, EMPLOYMENT APPLICATION AND RESUME TO THE EMPLOYMENT SECTION OF THE HUMAN RESOURCES DEPARTMENT BY 4:30 P.M. ON **December 11, 2015**. POSITIONS COVERED BY COLLECTIVE BARGAINING AGREEMENTS WILL BE AWARDED IN ACCORDANCE WITH THE PROVISIONS AND PROCEDURES CONTAINED IN THE APPLICABLE CURRENT BARGAINING AGREEMENT.

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POSITION #: 1203 JOB CODE #: 218

POSITION TITLE Transportation Services Investigator

PAY GRADE 15 PAY RATE _____ SALARY RANGE \$44,094 - \$55,117
(MINIMUM TO MAXIMUM)

LOCATION: DISTRICT New Castle County DEPARTMENT Performance Management
SECTION Rail & Program Administration

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CLASSIFICATION: FULL TIME X PART-TIME _____

CONTRACT: 8FR _____ 8DR _____ 32 _____ N/C X

SCHEDULED HOURS 8:00 AM – 4:30 PM SCHEDULED DAYS Monday – Friday

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SUMMARY OF POSITION:

The Transportation Services Investigator position is responsible for performing professional level work to evaluate, monitor and report on compliance with laws, regulations, policies, and procedures by motor-vehicle-for-hire permit holders. An incumbent makes recommendations on possible disciplinary actions for regulatory violations by permit holders, including assessment of administrative penalties and suspensions or revocation of permits, if applicable. The specific duties include investigating regulated activities to assure compliance with applicable laws, rules, regulations, standards, policies, and procedures; investigating alleged or possible violations and interviewing responsible parties and others to gather facts relating to alleged or possible violations.

JOB DESCRIPTION: AVAILABLE THRU HR DEPT X

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EQUAL OPPORTUNITY EMPLOYER

SEE PREFERRED QUALIFICATIONS ON SECOND PAGE

Preferred Qualifications:

1. Four year experience in multi-modal transportation operations or related transportation services.
2. One or more years of progressively responsible experience in criminal, regulatory, or investigative work.
3. Experience in planning and conducting complex investigations.

Applicants must detail all experience in planning and conducting complex investigations.

4. Experience in mediating disputes.

Applicants must detail all experience in mediating disputes .

5. Experience in performing safety inspections to ensure insurance compliance.
6. **Applicants must detail all experience in performing safety inspections to ensure insurance compliance.**
7. Experience in compiling and analyzing investigative and operational data; determining trends and patterns.
8. **Applicants must detail all experience in compiling and analyzing investigative and operational data; determining trends and patterns.**

JOB DESCRIPTION: AVAILABLE THRU HR DEPT____X

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EQUAL OPPORTUNITY EMPLOYER

" Resume must specifically address the skills referenced in this summary."

DTC is an "Equal Opportunity Employer". Accommodations are available for applicants with disabilities in all phases of the application and employment process. To request an accommodation, applicants may call (302) 760-2891. TDD users should call the Delaware Relay Service Number 1-800-232-5460 for assistance.

APPLICATIONS CAN BE ACCESSED ON LINE AT www.dartfirststate.com